



March 5, 2010

Dear Sponsors,

I am happy to inform you the 2009 Indianapolis Chinese Festival, with more than 6,000 people attending the inaugural event, was a big win for our city. Indianapolis is very fortunate to have a festival such as this, which celebrates and honors Chinese culture and tradition. For this reason, I am delighted to announce that the city will host the third annual Indianapolis Chinese Festival on September 12, 2010 in Military Park.

By hosting the festival we garner a great deal of positive interest from sister countries and cities, which will lead to beneficial economic exchanges and international development opportunities. As an important member of our community, we invite you to support us in this effort.

The Chinese community, through their active participation and contributions to the United States, Indiana, and Indianapolis, has greatly enriched American culture and society. This festival will offer all who attend a chance to engage in traditional Chinese cultural activities, and the opportunity to learn about the many contributions the Chinese have made to Indianapolis.

Enclosed you will find the following information: a sponsor application, sponsorship levels, and the 2010 Indianapolis Chinese Festival "quick facts." Also, please note the Indianapolis Chinese Festival gladly accepts "in-kind" donations, which, after being evaluated, will be credited toward your total sponsor contribution.

After reviewing the enclosed documents, please return the application as soon as possible (for specific submission deadlines, please check the "quick facts" sheet). Thank you for your consideration and involvement. With your help, the 2010 Indianapolis Chinese Festival will be a great success.

Best Regards,

Gregory A. Ballard  
Mayor  
City of Indianapolis

中國節



INDIANAPOLIS  
CHINESE FESTIVAL 2010

## SPONSOR APPLICATION

Space is limited! Early commitments earn premium site locations and credit placement in print collateral!

Please print

Corporate Name: \_\_\_\_\_

Date: \_\_\_\_\_

Contact Name: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Cell: \_\_\_\_\_

All sponsors, regardless of level, will:

- Be recognized at the event opening ceremony.
- Have an optional covered exhibit space, including one (1) 6' table and two (2) chairs.

Please select your sponsorship level:

☐ **Platinum..... \$ 1,500.00**

Premium placement of logo and mention on:

- All publicity materials to local media agencies-May 2010 through September 2010
- All print collateral-postcards, brochures, posters-July 2010 through September 2010
- Event website-May 2010 through September 2010
- Event site signage-September 12, 2010
- Honorable mentions from emcees in between the performance-September 12, 2010
- Participant T-shirts-September 12, 2010

☐ **Gold..... \$ 1,000.00**

Premium placement of logo on:

- All publicity materials to local media agencies-May 2010 through September 2010
- All print collateral-postcards, brochures, posters-July 2010 through September 2010
- Event website-May 2010 through September 2010
- Event site signage-September 12, 2010

☐ **Silver..... \$ 500.00**

Placement of logo on:

- All publicity materials to local media agencies-May 2010 through September 2010
- All print collateral-postcards, brochures, posters-July 2010 through September 2010
- Event website-May 2010 through September 2010

Please email a high resolution file of your logo to:

[ywang@indy.gov](mailto:ywang@indy.gov)

**Logo submission  
deadline: Monday,  
May 31, 2010**

Would you like an optional covered exhibit space, including one (1) 6' table and two (2) chairs? (please circle)

YES

NO

Amount Due / Enclosed: \$ \_\_\_\_\_ Check Number: \_\_\_\_\_ P.O. # \_\_\_\_\_  
(Pay by check or money order only, please do not send cash)

Upon receipt, signed confirmation will be mailed back to your office for your records

**Payable to:**  
The Greater Indianapolis Progress Committee  
2501 City-County Building  
200 East Washington Street  
Indianapolis, IN 46204

### OFFICE USE ONLY

Date Received: \_\_\_\_\_ Amount: \$ \_\_\_\_\_ By: \_\_\_\_\_  
Direct

The Chinese Festival '10 | September 12, 2010 | Military Park at White River | 1:00p.m. – 9:00p.m.  
Contact us: [ywang@indy.gov](mailto:ywang@indy.gov) | (317) 327-3794 | Fax (317) 327-3980

中國節



INDIANAPOLIS  
CHINESE FESTIVAL 2010

# BOOTH ELECTRICAL/WATER NEEDS APPLICATION

This form is required in order to supply your booth with power & water.

Please print

Date: \_\_\_\_\_

Vendor/Booth Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Cell: \_\_\_\_\_

Do you require a water hookup? ☐ Yes / ☐ No

NOTE: "Watts" (W) or "Amps"/"Voltage" (V) are listed on the UL label or stamped on most electrical equipment that may be used in booths. Smaller equipment may only list Watts and Volts (W/V). 120 Phase usually lists "Watts" (W)  
240 Phase usually lists "Amps"

TOTAL # \_\_\_\_\_ Indicate TOTAL # of electrical equipment and appliances in your booth.

LIST ALL equipment types – i.e., fryers, warmers, heat lamps, refrigerators, computers, CD players, etc.

1. Type of Equipment: \_\_\_\_\_

Phase 120 \_\_\_\_\_ Watts: \_\_\_\_\_ Volts: \_\_\_\_\_

Phase 240 \_\_\_\_\_ Amps: \_\_\_\_\_ Volts: \_\_\_\_\_

2. Type of Equipment: \_\_\_\_\_

Phase 120 \_\_\_\_\_ Watts: \_\_\_\_\_ Volts: \_\_\_\_\_

Phase 240 \_\_\_\_\_ Amps: \_\_\_\_\_ Volts: \_\_\_\_\_

3. Type of Equipment: \_\_\_\_\_

Phase 120 \_\_\_\_\_ Watts: \_\_\_\_\_ Volts: \_\_\_\_\_

Phase 240 \_\_\_\_\_ Amps: \_\_\_\_\_ Volts: \_\_\_\_\_

4. Type of Equipment: \_\_\_\_\_

Phase 120 \_\_\_\_\_ Watts: \_\_\_\_\_ Volts: \_\_\_\_\_

Phase 240 \_\_\_\_\_ Amps: \_\_\_\_\_ Volts: \_\_\_\_\_

5. Type of Equipment: \_\_\_\_\_

Phase 120 \_\_\_\_\_ Watts: \_\_\_\_\_ Volts: \_\_\_\_\_

Phase 240 \_\_\_\_\_ Amps: \_\_\_\_\_ Volts: \_\_\_\_\_

6. Type of Equipment: \_\_\_\_\_

Phase 120 \_\_\_\_\_ Watts: \_\_\_\_\_ Volts: \_\_\_\_\_

Phase 240 \_\_\_\_\_ Amps: \_\_\_\_\_ Volts: \_\_\_\_\_

7. Type of Equipment: \_\_\_\_\_

Phase 120 \_\_\_\_\_ Watts: \_\_\_\_\_ Volts: \_\_\_\_\_

Phase 240 \_\_\_\_\_ Amps: \_\_\_\_\_ Volts: \_\_\_\_\_

## OFFICE USE ONLY

### POWER USE

120 / 240

120 / 240

120 / 240

120 / 240

120 / 240

120 / 240

120 / 240

BOOTH #:

LOCATION:

POWER TOTALS (office use only):

Vendor Representative Name (please print): \_\_\_\_\_

Date: \_\_\_\_\_ Signature: \_\_\_\_\_



## Quick Facts:

### **BOOTH PACKAGE:**

One (1) 6' Table

Two (2) Chairs

\*One (1) Canopy available for an additional charge of \$85.00

### **EXHIBIT BOOTH IMPORTANT DATES:**

**Wednesday Aug. 4, 2010** Deadline for **Food Vendor** Applications & Payment

**Wednesday Aug. 4, 2010** Deadline for **Food Vendor** License Applications

**Tuesday Aug. 17, 2010** Deadline for **Non-food vendor** Applications & Payment

### **EXHIBIT MOVE-IN:**

Sunday, September 12, 2010

10:00 a.m. – 12:00 p.m.

*All exhibits must be fully installed by 1:00 p.m.*

### **EXHIBIT LOCATION & HOURS:**

Sunday, September 12, 2010, Military Park

1:00 p.m. to 7:30 p.m.

*All exhibits must be open and manned during exhibit hours*

### **EXHIBIT MOVE-OUT:**

Sunday, September 12, 2010

AFTER 7:30 p.m.

**Mayor's Office of International and Cultural Affairs  
Office of the Mayor  
2501 City-County Building  
200 East Washington Street  
Indianapolis, IN 46204**